2015
Distance Learning and Telemedicine Grant Program

Presented by:

Loan Origination and Approval Division

Distance Learning & Telemedicine Grant Program

Improves Distance Learning or Telemedicine Services in Rural America

- Funds equipment that allows rural residents to access distance learning or telemedicine services from hub sites located in larger urban or suburban areas, allowing greater access and reducing the need to travel long distances to access medical services or educational opportunities.

Distance Learning & Telemedicine Grant Program

- ***Distance learning*** means a telecommunications link to an end user through the use of eligible equipment to:

    (1) Provide educational programs, instruction, or information originating in one area, whether rural or not, to students and teachers who are located in rural areas; or

    (2) Connect teachers and students, located in one rural area with teachers and students that are located in a different rural area.

Distance Learning & Telemedicine Grant Program

- *Telemedicine* means a telecommunications link to an end user through the use of eligible equipment which electronically links medical professionals at separate sites in order to exchange health care information in audio, video, graphic, or other format for the purpose of providing improved health care services primarily to residents of rural areas.

Distance Learning & Telemedicine Grant Program

DLT Grant Program

Funding Level in 2015 $19 million (plus some likely carryover funds TBD)

Minimum Grant amount is $50,000

Maximum Grant Amount is $500,000

Only grants are available-no loans or combo loan/grants

Distance Learning & Telemedicine Grant Program

Changes for 2015

1. Electronic File Copy of a Paper Submission: RUS is requesting that each applicant which submits a paper copy also provides an electronic copy on a CD-ROM or USB flash drive.

2. Non-Fixed End User Site Scoring: Rurality and NSLP scores for Non-Fixed End User Sites applications will be based on the location of the Hub or Hubs used for the project.

3. Hybrid Project Scoring: For Hybrid Projects which combine a non-fixed portion of a project to a fixed portion of a project, the Rurality Score and NSLP score will be based on the score of the

end sites of the fixed portion averaged with the score of the hub that serves the non-fixed portion.

Distance Learning & Telemedicine Grant Program

Applicant Eligibility

The following entity types are eligible to apply:

- Incorporated organization or partnership;

- Indian tribe or tribal organization, as defined in 25 U.S.C. 450b (e);

- State or local unit of government;

- Consortium as defined in 1703.102; or

- Other legal entity, including a private corporation organized on a for-profit or not-for-profit basis.

*Each applicant must provide written evidence of its legal capacity to contract with the Rural Utilities Service to obtain the grant and comply with all applicable requirements.

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Consortium

A consortium is a combination or group of entities formed to undertake the purposes for which the distance learning and telemedicine financial assistance is provided.

1- If the applicant is an existing established consortium with the legal ability to contract with the Federal Government, that organization can apply in the name of the formal consortium.

2- If the applicant is an informal consortium which by itself lacks the legal capacity to contract. The informal consortium must have a legally organized host organization that will apply on behalf of the consortium or each individual entity must contract with RUS in its own behalf. Each member of the informal consortium must provide signed copies of certifications. See page 29 of the DLT Application Guide for more detail.

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There are three categories of eligible grant purposes:

1.   **Acquiring, by lease or purchase eligible equipment**. If leased, the cost of the lease during the three year life of the grant is eligible.

2.   **Acquiring instructional programming** that is a capital asset (including the purchase or lease of instructional programming already on the market).

3.   **Providing technical assistance and instruction for using eligible equipment**. The costs for **this category cannot exceed 10% of the grant amount requested or 10% of the eligible matching funds calculated separately.**

Distance Learning & Telemedicine Grant Program Eligible Equipment

The following are examples of eligible equipment.

- Computer hardware and software

- Audio and video equipment

- Computer network components

- Telecommunications terminal equipment

- Data terminal equipment

- Interactive audio/video equipment

- Inside wiring

The application must demonstrate both that the predominant purpose (50% or more of use) of every line-item in the grant and match budget meets the DLT Grant definition of distance learning and/or telemedicine. **All equipment must be new.**

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Distance Learning & Telemedicine Grant Program Ineligible Equipment

Select Ineligible purposes:

- Acquiring, installing, or constructing telecommunications transmission facilities

- Medical equipment not used primarily for telemedicine (50%+)

- Salaries or administrative expenses

- Application preparation costs

- Purchase of land, buildings, building construction, site development, or destruction or alteration of buildings.

- Others- See page 6 of the DLT Application Guide for a more comprehensive list.

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Additional Eligiblity Criteria:

Minimum Rurality Score: In order to be eligible to receive a grant, an application must receive a minimum of 20 points as an average score for all end user sties included in the project. See instructions beginning on Page 11 of the Application Guide for computing the Rurality Score.

Matching Contribution: The grant applicant's minimum matching contribution must equal 15 percent of the grant amount requested and be used for eligible grant purposes. There are special matching provisions for American Samoa, Guam, Virgin Islands, and the Northern Mariana Islands for eligibility purposes (does not apply to Leveraging score)

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Matching Funds

Matching funds can either be cash or equipment used for the project or may be in-kind contributions from a third party.

- Matching funds must be for a purpose that would be otherwise eligible for grant funding (ie. No salaries, administrative expenses, or other items prohibited from grant funding) and must be integral to the overall DLT project.
- The value of in-kind contributions must be supported. Vendor discounts are not an eligible in-kind contribution.
- Only new equipment may be used in a DLT project, so donations or use of partially or fully depreciated equipment are not allowable as match.

Distance Learning & Telemedicine Grant Program
Scoring Criteria

Objective Criteria

Rural Area (*Rurality*):   This criterion measures rural benefit. The score threshold for the application to be considered in the competition at all is 20 points. This category based on Census data (up to 45 Points).

Economic Need (*NSLP*) This criterion measures the general economic need of the area through the use of statistics from the National School Lunch Program (NSLP) (up to 35 Points).

Matching Funds (*Leveraging*) The DLT program requires a minimum match of 15%. Higher matches receive more points. There are special matching provisions for American Samoa, Guam, Virgin Islands, and the Northern Mariana Islands (up to 35 Points).

Distance Learning & Telemedicine Grant Program
Scoring Criteria

Subjective Criteria

Additional NSLP: An applicant with NSLP eligibility below 50% may request additional points, and could receive additional points if they can document that the NSLP percentage is not an accurate indicator of the economic need of the area. (up to 10 Points)

Need for Services and Project Benefits (*Needs & Benefits*): This criterion compares the specific need for the technology in the proposed service territory, and how the proposed project will address those needs and benefit the residents of the area affected. (up to 45 Points)

Distance Learning & Telemedicine Grant Program Scoring Criteria

Subjective Criteria (cont.)

Innovativeness : This criterion assesses how the objectives of the proposed project are met in new and creative ways. (up to 15 Points)

Cost Effectiveness: This criterion evaluates the efficiency with which the proposed project and its technology deliver educational and/or medical benefits to beneficiaries. (up to 35 Points)

Special Consideration: RUS will offer special consideration to applications that contain at least one end-user site within a trust area or a tribal jurisdictional area. Such applications will be awarded 15 points

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'Special Consideration'

Projects that contain at least <u>one end-user site</u> within a <u>trust area</u> or a <u>tribal jurisdictional area</u> will gain 15 extra points if…

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'Special Consideration'

.... the applicant can document:

1) With a map that the end-user site is within the boundaries of the trust area or tribal jurisdictional area.

2) With a map identifying the geographical coordinates and physical address of the end-user site.

3) With some form of legal reference or written evidence that the area where the end-user site is located in a trust area or a tribal jurisdictional area.

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Completing the Grant Application
Starts on Page 9 of the Application Guide

A. Standard Form 424 w/Attachments
B. An Executive Summary of the Project
C. Scoring Criteria Documentation
D. Scope of Work
E. Financial Information and Sustainability
F. Statement of Experience
G. Telecommunications System Plan
H. Compliance with other Federal Statutes
I. Environmental Impact and Historic Preservation
J. Evidence of Legal Authority and Existence
K. Consultation with USDA State Director and State Strategic Plan Conformity
L. Supplemental Information

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State Director Consultation

All applicants must contact the State Directors in the project area and provide evidence of this.

– Schedule K- Consultation with USDA State Director
– State Director Notification- Description of the project. All information included here may be shared and should not contain proprietary information.

![USDA United States Department of Agriculture]

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Overview of Worksheets (Appendix A)

- Site Worksheet (pg. 40)

- Rurality Worksheet (pg. 42)

- NSLP Worksheet (pg. 44)

- Leveraging Worksheet (pg. 46)

- Additional NSLP Worksheet (pg. 48)

- Budget Worksheet (pg. 50)

Distance Learning & Telemedicine Grant Program

Website

http://www.rd.usda.gov/programs-services/distance-learning-telemedicine-grants

Distance Learning & Telemedicine Grant Program Additional Registration Requirements

Dun and Bradstreet Data Universal Numbering System Registration – As required by the Office of Management and Budget (OMB), all applicants for grants must supply a Dun and Bradstreet Data Universal Numbering System (DUNS) number when applying. The Standard Form 424 (SF–424) contains a blank to enter your DUNS number. The DUNS number can be obtained free of charge by calling Dun & Bradstreet. Please see http://www.whitehouse.gov/sites/default/files/omb/grants/duns_num_guide.pdf for more information on how to obtain a DUNS number or how to verify your organization's number.

System for Award Management Registration – Applicants, whether applying electronically or by paper, also must register in the System for Award Management (SAM) PRIOR to submitting an application. Applicants may register for the SAM at https://www.sam.gov/. Applicants should keep in mind that it can take up to ten (10) business days to register with SAM. Applicants should plan accordingly and begin the process well in advance of the application deadline.

The SAM registration must remain active with current information at all times while RUS is considering an application or while a Federal Grant Award or loan is active. To maintain the registration in the SAM database the applicant must review and update the information in the SAM database annually from date of initial registration or from the date of the last update. The applicant must ensure that the information in the database is current, accurate, and complete.

Distance Learning & Telemedicine

Application Submission

Must be postmarked by July 6, 2015

1) **Electronically** via www.grants.gov

    Or

2) **Postmarked, shipped, or hand-delivered** 3 paper copies of a completed application, one with original signatures, *accompanied by an electronic version* in the form of a CD-ROM or USB Flash Drive.

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The paper applications and the CD-ROM/USB Flash Drive must be submitted to:

Deputy Assistant Administrator
Loan Origination and Approval Division
Rural Utilities Service
STOP 1597, Room 2808
1400 Independence Ave., SW
Washington, D.C. 20250-1597

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Questions?

- **Contact Information
  Phone: (202) 720-0800
  Email: DLTInfo@wdc.usda.gov**